



Best Practices to Prevent COVID-19

Guidance for Smaller Events & Cultural Institutions

For the latest version of this guidance, please check
<http://publichealth.lacounty.gov/acd/ncorona2019/bestpractices/venues/>

Updates

11/9/21: Updated to clarify that performers may not unmask at performances or events that are made up primarily of children. These events may be considered “youth settings” and per state requirements, masks must be worn at all times while indoors in youth settings.

11/3/21: Effective November 8, 2021, indoor events with fewer than 1,000 attendees and outdoor events with 5,000-9,999 attendees held in the city of Los Angeles must comply with the LA City [Vaccination Verification Ordinance](#) as described on this page and at the [SafePass LA](#) website and [FAQ](#). Establishments in LA that are already verifying vaccination status in compliance with the LA County [Health Officer Order](#) (e.g., Mega Events) do not need to follow the Ordinance and should continue to follow the requirements of the Health Officer Order.

Public and private events are an important part of our cultural life. Museums, galleries, performing arts venues, and venues that host private events inspire and connect our community and foster social health. This page provides a summary of requirements and best practices for these entities to enhance safety for their workers, customers, and communities and to lower the risk of COVID-19 transmission within their establishments.

Given the ongoing community transmission of COVID-19 and the predominant presence of the Delta variant, masking indoors, regardless of vaccination status, is essential to slowing the spread of COVID-19 at events, within businesses, and in the community. The Delta variant of the virus spreads much more easily than other strains of the virus.

Per published reports, factors that increase the risk of infection, including transmission to people more than 6 feet away, include:

- **Enclosed spaces with inadequate ventilation or air handling** that allow for build-up of exhaled respiratory fluids, especially very fine droplets and aerosol particles, in the air space.
- **Increased exhalation of respiratory fluids** that can occur when an infectious person is engaged in physical exertion or raises their voice (e.g., exercising, shouting, singing).
- **Prolonged exposure** to these conditions.

In addition to this information, please remember:

- **Businesses and venues that host Mega Events (indoor events with more than 1,000 attendees or outdoor events with more than 10,000 attendees) should follow [Best Practices to Prevent COVID-19 at Mega Events](#).**
- **Effective November 8, 2021, indoor events with fewer than 1,000 and outdoor events with 5,000-9,999 attendees** held in the city of Los Angeles are required to check for proof of vaccination, [per the](#)



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[LA City Vaccination Verification Ordinance](#). Visit the [SafePass LA](#) website for more information about the Ordinance and the full list of covered locations.

- **Requirements for employees are different than those for attendees.** Employers must follow the [Cal/OSHA COVID-19 Prevention Emergency Temporary Standards](#) (ETS) and the LA County Health Officer Order. Please note that the directives in the LA County Health Officer Order must be followed when they are more stringent than the Cal/OSHA ETS.

Please be sure to read and follow the [general guidance for businesses and employers](#).

The specific best practices below are intended to supplement the general guidance.

Summary of mask and testing/vaccination rules that apply to events and venues

Risk varies based on the size of an event and whether it occurs indoors or outdoors. Outdoor events and those with lower numbers of attendees pose less of a risk of transmission compared to large, indoor events. Below is a table that describes the different rules that apply based on these two event characteristics.

Effective November 8, 2021, indoor events with fewer than 1,000 attendees and outdoor events with 5,000-9,999 attendees held in the city of Los Angeles must comply with the LA City [Vaccination Verification Ordinance](#) as described on this page and at the [SafePass LA](#) website and [FAQ](#).

Event Location	Number of attendees	Masking rules	Proof of full vaccination (or negative test taken in past 72 hours) required for patrons?*	Performer requirements?
INDOOR	Under 1,000	Required for all – fully vaccinated and not fully vaccinated	Required if venue is located in the City of LA*; otherwise, strongly recommended	<ul style="list-style-type: none">• Performers may unmask to perform indoors if they are fully vaccinated or tested at least twice weekly.• Performers may not unmask at performances and events that consist primarily of children. These may be considered “youth settings” and per state requirements masks are required at all times indoors in youth settings.
	1,000 or more (Mega Events)	Required for all – fully vaccinated and not fully vaccinated	Required	
OUTDOOR**	Under 5,000	Recommended but not required	Recommended	
	5,000-9,999	Recommended but not required	Required if venue is located in the City of LA; otherwise, strongly recommended	



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	10,000 or more (Mega Events)	Required for all – fully vaccinated and not fully vaccinated	Required	<ul style="list-style-type: none">• May also unmask outdoors.• Ideally, performers should be at least 12 feet from audience members.
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*See the [Business Compliance Toolkit](#) for helpful resources on implementing a vaccination requirement for your business.

** Please note that effective November 8, 2021 indoor events with fewer than 1,000 attendees and outdoor events with 5,000-9,999 attendees held in the city of Los Angeles must comply with the LA City [Vaccination Verification Ordinance](#) as described on this page and at the [SafePass LA](#) website and [FAQ](#).

Follow mask rules for employees and attendees

Attendees

- ✓ **Indoor events and venues.** All persons attending indoor public events and venues are required to wear masks, regardless of vaccination status, except while **actively** eating and drinking in designated areas.
 - ✓ When actively eating and drinking indoors, customers must be seated or positioned at a table, counter, or other stationary location. "Actively eating or drinking" refers to the limited time during which the mask can be briefly removed to eat or drink, after which it must be immediately put back on. The customer must wear a mask indoors whenever they are not actively eating or drinking, such as when they are waiting to be served, between courses or drinks, or while seated after finishing the food or drink.
 - ✓ Businesses are encouraged to make masks available to all attendees.
- ✓ **Outdoor events and venues.** For outdoor events with fewer than 10,000 attendees, it is strongly recommended that attendees who are not fully vaccinated wear masks when they are in crowded outdoor settings and when they are in sustained close contact with others whose vaccination status is not known. Additional recommendations:
 - ✓ Provide masks at large crowded outdoor events for those who are not fully vaccinated and arrive without them.
 - ✓ Require attendees to wear masks when they enter any indoor areas, such as restrooms, restaurants, retail shops, concourses, or concession stands.

Employees*: All employees, regardless of vaccination status, are required to wear masks when working indoors, or when riding in a shared vehicle. Masks need not be worn indoors if the employee is alone in a room or actively eating or drinking. Public Health strongly recommends that all employees who are eating or drinking indoors be spaced at least 6 feet from other persons.

- ✓ Upon request, employers are required to provide employees who are not fully vaccinated with the correct-size respirator for voluntary use, along with basic instructions on how to use the respirator. Respirators must be replaced if they get damaged, deformed, dirty, or difficult to breathe through. For more information about free and low-cost PPE for businesses and organizations visit: <http://publichealth.lacounty.gov/docs/FreeAndLowCostPPE.pdf>.
- ✓ Employees who work in a setting where they are in close contact with other people who may not be fully vaccinated should be encouraged to wear a higher level of protection, such as "double-masking"



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(wearing a cloth mask OVER a surgical mask), or a respirator. This is particularly important if the employee is not fully vaccinated and is working in an indoor setting, in a crowded outdoor setting, or in a shared vehicle.

- ✓ Consider requiring staff to also wear eye protection in addition to a respirator if they are not fully vaccinated and have frequent close contact with others, in particular, if they work in the food and beverage service areas where customers are actively eating or drinking.
- ✓ Performers or presenters must wear face masks indoors except when performing a task that cannot feasibly be done while wearing a mask. When masks cannot be worn, then testing is required for employees that not fully vaccinated. Please note that performers **may not unmask** at performances or events that consist primarily of children. These performances may be considered “youth settings” and per state rules, masks must be worn at all times while indoors in youth settings.
- ✓ See the [Los Angeles County Health Officer Order](#) page and the [Cal/OSHA Emergency Temporary Standards](#) page for more information about mask and testing requirements. Please note that the directives in the LA County Health Officer Order must be followed when they are more stringent than the Cal/OSHA temporary standards.

* Some independent contractors are considered as employees under the State Labor Code. For more details, check the California Department of Industrial Relations’ [Independent contractor versus employee](#) webpage.

Screen attendees and visitors

- ✓ Screen guests, staff, performers, and crew for symptoms¹ before they enter your venue. Ask them not to enter if they have symptoms of COVID-19 or if they are under isolation or quarantine orders.
- ✓ Effective November 8, 2021, indoor events with fewer than 1,000 attendees and outdoor events with 5,000-9,999 attendees held in the city of Los Angeles must comply with the LA City [Vaccination Verification Ordinance](#) as described on this page and at the [SafePass LA](#) website and [FAQ](#).
- ✓ Those businesses that are not subject to a vaccination verification requirement should consider implementing a requirement that all visitors present proof of full vaccination against COVID-19 or a pre-entry (diagnostic) test result prior to entry. See the [Business Toolkit for Vaccination/Test Requirements](#) here for ideas about implementation.

Reduce crowding, especially indoors

- ✓ Establish procedures to prevent crowding among persons waiting to enter or exit an event or venue.
- ✓ Consider implementing timed ticketing to limit the number of visitors on-site at any given time.
- ✓ If there are exhibits or attractions inside the venue that might attract crowds of visitors, consider using staff to help direct traffic and limit access if the area becomes too crowded.
- ✓ If there will be a presentation or performance, maintain at least a 12-foot distance between unmasked performers and audience members unless there is verification that everyone is fully vaccinated. Place

¹ COVID-19 symptoms include: fever or chills, cough, shortness of breath/difficulty breathing, new loss of taste or smell, fatigue, runny or stuffy nose, muscle or body aches, headache, sore throat, nausea or vomiting, or diarrhea. This list does not include all possible symptoms of COVID-19.



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any unvaccinated performers that sing, yell, or play wind and brass instruments at least 12 feet away from others.

- ✓ If you serve refreshments at your event, it is particularly important that you reduce crowding and maximize ventilation. Outdoor dining is safest. If indoors, it is recommended that you have a separate area in your venue for drinking and dining to minimize the mixing of people who are wearing masks continuously and those who are removing their masks while they are actively eating or drinking. Diners must be sitting or standing in a stationary place or in their ticketed seat while eating or drinking. Follow [DPH Food and Beverage Service recommendations](#).

Support handwashing

- ✓ Place handwashing stations or hand sanitizer at entry and outside communal bathrooms with signage promoting use.
- ✓ Encourage frequent handwashing.
- ✓ Posters in multiple languages that [remind people to wash or sanitize their hands](#) and show [how to wash their hands](#) are available in the [signage section](#) of the [Best Practices for Businesses and Employers](#) webpage.

Ventilate

- ✓ If your event or venue is indoors, make sure your building's HVAC system is in good, working order.
- ✓ Maximize ventilation. Options include installing portable high-efficiency air cleaners, upgrading the building's air filters to the highest efficiency possible, and making other modifications to increase the quantity of outside air and ventilation in all working areas.
- ✓ When weather and working conditions allow, increase fresh outdoor air by opening windows and doors. Consider using fans to increase the effectiveness of open windows – position window fans to blow air outward, not inward.
- ✓ Decrease occupancy in areas where outdoor ventilation cannot be increased. Consider use of carbon dioxide monitors to monitor the effectiveness of your ventilation in more densely occupied indoor spaces.
- ✓ If your event is held indoors and has performers that will generate aerosols (such as singers or musicians playing wind or brass instruments) take the following steps:
 - ✓ Assess the direction of the air flow in the room to determine where the air is exiting the room. In buildings with HVAC systems, this will be the air-return vents; if doors or windows are open, check the direction that the air is flowing.
 - ✓ During performances (including rehearsals), position aerosol-generating performers closer to the locations where the air is exiting the room.
- ✓ See State [Interim guidance for Ventilation, Filtration, and Air Quality in Indoor Environments](#).

Communicate

- ✓ Assign staff to remind attendees that they must wear a face mask at all times when indoors at events and venues, except when they are actively eating or drinking, as specified [above](#).



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- ✓ Use advanced registration as much as possible so you know how many people will be on-site or at your event at any given time. Advanced registration can also help you to convey your COVID-19 safety plans to guests before they attend.
- ✓ Use your online platforms to communicate your COVID-19 safety policies to the public, including the requirement that all attendees must wear a face mask while indoors or when attending an outdoor Mega Event.
- ✓ Make sure all guests are aware of and follow the Los Angeles County Department of Health [Travel Advisory](#).

